



🏠 **Location:** Virtual via MS Teams
📅 **Date:** 20th November 2023
🕒 **Time:** 1800 - 2000

Canberra Kart Racing Club Committee Meeting Minutes

Attendees: Tahn Eather (VP), Brian Gahan (S), Brett Staples (ML), Paul McCabe (RD), Robin Mules (FO), Bob Harnas (P), Tayla Harnas (M&C), Justin Kerlake (Pro)

Apologies: NIL

Meeting Opens – 1805

The previous Minutes were from the AGM (20231103_AGM_Minutes), held on the 3rd November 2023. These minutes were previously accepted digitally by the committee and have already been published to the CKRC website, along with the financial statements.

Updates per Agenda –

- Associate Membership –
 - The original intent of the associate membership was for use cases where family members (grandparents, etc.) may wish to join to be involved with, and have a genuine say with the club. Whilst still required, but not really used much, the decision was made to introduce an approval gate to this membership option. **ACTION** – S to email KNSW to ask whether that membership option can have a “justification field added” to it via the Portal.
- Club Championship Presentation / Christmas Function
 - Brief discussion held around the which competition classes would be eligible, based on the quantity of competitors and number of rounds competed in. Decision made to award class awards for: Novice, Rookie, Minimax, Junior Light and Heavy, TAG Restricted Light and Heavy, and TAG Light and Heavy. **ACTION** – S and RD to provide P with final standings and names for the above trophies. RD and P to meet with Trophy supplier to discuss options.
 - Christmas function/presentation will be held on Saturday 16th December @ 1130. Food and non-alcoholic drinks will be provided. Food will be Turkish banquet. **ACTION** – S to close the track off on that Saturday.
- Social Media Content and Control



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- Justin K has come on to assist with Promotions. M&C advised that she already has a number of formats for social media posts, and would like to ensure that these are used to keep a standard look and feel. Also advised that she was developing a “style-guide” to ensure that the right colour/layout/content is used. M&C happy for race day updates to continue as they have been. Would like to see “top 3” photos after each round posted to social media channels.
- Out Grid Status & Club House Architect
 - P’s thoughts on this matter were that we need to ensure that any work is prioritized, with the track and requisite safety and compliance coming first. The track has a number of issues at the moment (ripple strips, verges and movement cracks forming) that need addressing prior to the commencement of any club house. At this stage, we don’t really need to engage an architect and push through design approvals as this expenditure would essentially be the cart before the horse. Concurrence from VP, PRO and S. **ACTION** – Entire committee to investigate the possibility of Government/Private-based grants that the club could leverage.
 - Initial enquiries have been made by an interested party about the possibility of further dumping of dirt on the track property. P and Track Committee are working with the people involved, and have explained our position regarding the exchange of the right to dump dirt, for the completion of the final stage of the race track development.
- Financial Audit
 - Invoice has been received from the accountant for getting the books for the previous two years in order (\$4125incGST). Bill to be paid.
 - Quote received from auditor to complete the audit for the previous two years - \$3850incGST) – Motion proposed by FO to accept this quote. Seconded by VP.
 - Suggestion from a member to add a couple of signatories to the business saver account. **ACTION** - P and FO to meet at the bank to do so.
 - FO advised that the previous years were only reviewed (negligible cost), and not audited. S noted that under the requirements of being an association, and as we are only classed as a



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small association, our financials only need to be reviewed under the following conditions
“The reviewer can be any person who is not an officer of the association or have prepared or assisted with the preparation of the accounts. They do not need to hold any qualifications.” This has been done and will be submitted to the ACT Government as soon as it is presented at the next General Meeting.

- Track Hire
 - TEKA would like to hire the track twice this year and wanted a discount. The club has offered them a \$500 discount and payment up front. They were happy with the discount, but not with having to pay up front. Still to be negotiated. The second run will be with the track in its reverse configuration, and must be run within the window that we have the track configured for reverse. RD will keep in contact and update the race calendars when the date is locked in. Additionally, we will amend our track hire fees to include a clause about receiving a discount if a second hire within the same calendar year is booked. **ACTION** – S to send through current Track Hire Agreement to RD.
- Track Maintenance Items – RD proposed a working bee to try and complete a number of the below. P advised that we block off Thursday all day to complete maintenance items, and rather than close the track on a weekend, put out for people to assist on a Thursday during the regular maintenance window.

Before Next Race

- Track edge Drop offs Turn 1 exit (missing egg crate filler)
- Track edge Drop of approach to Turn 4 (requires 10m+ egg crate filler)
- Track edge drop off exit Kartshed corner (extend existing egg crate 5M)
- Large (CO2?) fire extinguisher (1 missing)
- Repairs to garbage bins * 4 (lids + lid pins)
- Repairs to grandstand seats
- Service kits to lawn mowers * 3
- Remove vacant advertising frame opposite toilet block (blocks tower view of T6 when used)
- Fix practice lights
- Wall bracket for tower Turn 3 monitor CCTV



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- Clean and prepare room under tower for stewards use (table and chairs from Kartshed container required)
- Extend CCTV large monitor to new steward's room
- Add extra PA speaker to cover new pit area
- Fix Ladies shower (replace all tiles) <<<<<**URGENT**

Before ACT Titles late March

- Install mains water outlet inside turn 1
- Kartshed container to be set up as first aid room (Stretcher +?)
- Additional garbage bins * 4?
- Additional CCTV cameras see separate proposal and costing (nice to have)
- Repairs to Men's shower <<<<<**URGENT**

Before reversing track (September)

- Track edge Drop offs current Turn 1 entry (missing egg crate filler)
 - Track edge drop offs current turn 6 entry
 - Track edge drop offs current Kartshed corner entry
 - Grind curbing edge of current Kartshed corner entry (prevent launching of karts)
 - Move earth mound and fencing back 2-3m current turn 1 entry from septic tanks to T1 gravel trap (nice to have not essential)
 - Relocate NGW sign
 - Remove current NGW sign frame (currently in runoff area for downhill high-speed approach to Kartshed corner)
 - Add south facing practice light back-to-back the north facing light
 - Race Tower – Floor and Roof – Urgent Repair
 - P will speak some people and see if he can arrange for this work to be done.
- Noise Control Report
- Thanks to RD for arranging to have this work completed. Briefly speaking, the club is well within any official limits, but we can sort of be heard across the valley. P will send the full report through to FPCC for their handling of the ACT Government with respect to any alteration to allow us to run slightly longer on race days.



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- Disciplinary Letters (Ref: Fri 3rd Nov Fight)
 - On the practice day for the Canberra Cup, there was an altercation during one of the practice sessions, where by two competitors, and their extended pit crews/families were involved in an altercation/flight. The argument was started after an incident on track. The CKRC does NOT in any way tolerate violence on or off the track, or the bad sportsmanship that caused the violence. The CKRC will therefore apply a 12 MONTH ban for **Liam Gerges** and a 12 MONTH ban for **Matthew Parker** with 6 MONTHS of that being suspended. If the club receives any reports involving **Matthew Parker** in the suspended 6 MONTH period, a further 6 MONTH ban will be applied. These bans will be backdated to the 3rd November 2023. **ACTION** – S to draft letters advising of the ban and provide to P for approval and subsequent sending.
- Metro Super Series
 - P has a further meeting with Tony, Russell and Luke regarding the Metro series. Competitors will accrue points for each round, with an overall series winner being announced at the end. Draft supplementary regulations have been written, with input sought from each club.
- Website Hosting Update
 - Around the mid to end of 2024, the CKRC will be charged for its ongoing webhosting. No action here, just advice to the committee that we will receive a new bill/expense Q3/4 2024.
- FO gave an update of the club's financials:

Track Fund - \$100,296.01 - **Maintenance** - \$288.99 - **Canteen** - \$6,445.23 – **General Banking** - \$28,386.73

TOTAL CASH BALANCE - \$135,416.96

- FO to investigate the possibility of moving/locking the Track Fund money into a short/medium term-deposit.



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- AOB

- P to obtain quotes for a water tank/trailer/pump. Fair estimate Park would be for between \$3500-\$6500 depending on inclusions. Motion from P for the expenditure of the money based on the above figures. Committee agreed and approved.
- RD has submitted the supp regs for January's meeting.
- P thanked everyone for the assistance in making the Canberra Cup round a success.

The Meeting was closed at around 1945.

Upcoming meeting schedule:

Thursday 4th January @ 1800 – 2000 – General Meeting – Club House

TBA – February @ 1800 – 2000 – Executive Meeting